DCARC Portal Registration Instructions
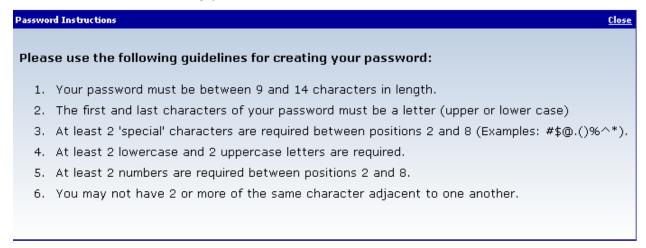
To register for access to the DCARC Portal you will need to do the following:

1. Go to http://dcarc.cape.osd.mil

2. Choose Request Portal Access link under PORTAL LOGIN.

3. When prompted to choose a Digital Certificate choose your CAC Certificate or your ECA Certificate. (NOTE: A valid certificate is required before you will be able to register for access to the DCARC Portal. For more information on obtaining an ECA certificate go to http://iase.disa.mil/pki/eca/index.html.)

4. At the Login screen choose the Register Here link

5. Create a username and password. DCARC Portal requires a strong password

6. Please note the following password rules:

Password Instructions   **Close**

Please use the following guidelines for creating your password:

1. Your password must be between 9 and 14 characters in length.
2. The first and last characters of your password must be a letter (upper or lower case)
3. At least 2 'special' characters are required between positions 2 and 8 (Examples: #$@.()%^*).
4. At least 2 lowercase and 2 uppercase letters are required.
5. At least 2 numbers are required between positions 2 and 8.
6. You may not have 2 or more of the same character adjacent to one another.

7. Fill out the user profile and request your desired roles.

8. Wait for approval.

If you have any questions please contact the Help Desk at dcarcsupport@tecolote.com.